

# **EUCALYPTUS GROVE OWNERS ASSOCIATION**

## **ANNUAL MEETING (UNOFFICIAL)**

**JANUARY 11, 1999, 7:00 P.M.**

### **GOLETA VALLEY COMMUNITY CENTER**

Board Members Present: Bruce Bennett, Bill Bold, Merril Lynn, and Sylvia Stallings. Also present were Bob Bartlein and James Nguyen of Bartlein & Company, Inc.

The meeting was called to order at 7:13 p.m.

Only 62 units were represented in person or by proxy. A quorum was not achieved and therefore, this was not an official meeting. The members present voted to hold the meeting with the understanding that the Board can vote its proxies at the Adjourned Meeting to ratify actions taken.

Proof of Notice: all owners of record were sent the Notice on December 5, 1998.  
The minutes from last year's Membership Meeting were reviewed and approved.

#### **Officers' Report:**

Bob Bartlein gave the Treasurer's Report. It was unanimously approved.

President Bill Bold gave a summary of events that have taken place within the last year. He discussed the damage caused by heavy rains, specifically to the french drains.

Secretary and Landscape Chairperson Merril Lynn briefly reviewed the landscaping changes that have taken place and discussed future plans.

#### **Election of the Board:**

The following members were elected to serve on the Board of Directors: Bill Bold, Merril Lynn, Bruce Bennett, Robherda Lange, and Cindy Ashley.

#### **Old Business:**

There was a discussion about hard floors. A majority has not been reached. The vote was 77 in favor of the amendment and 87 opposed.

A motion was made, and carried, to close the balloting regarding hard floors. The issue is no longer being considered.

#### **New Business:**

The membership unanimously approved the Excess Funds Resolution and ratified the Board's actions taken in the prior year. The membership also thanked the Board Members for their hard work and dedication.

Other discussions also included:

- . the special assessment: a motion was made, and carried, to extend the due date of the special assessment of \$480.00 per unit from September 1st to December 1, 1999.
- . building maintenance and repairs

The adjourned meeting will be held on February 11, 1999 at 6:30 p.m. in the Meeting Room at Building 7610. The meeting was adjourned at 8:55 p.m.

**RESOLUTION AS TO EXCESS FEES**

WHEREAS, the EUCALYPTUS GROVE Association  
is a California owner's association duly organized and existing under the laws of the State of  
California; and

WHEREAS, the members desire that the Association shall act in full accordance with the  
rulings and regulations of the Internal Revenue Service;

NOW, THEREFORE, the members hereby adopt the following resolution by and on behalf of  
the Association;

**RESOLVED**, that any and all membership income in excess of operating expenses for the  
current and past tax years, shall be set aside for future major repairs and replacements, and  
allocated to capital components as provided by the guidelines established by Revenue Rulings  
70-604, 75-370, and 75-371. Such amounts shall be deposited into the Association's insured,  
interest-bearing accounts. Any amounts so added to replacement funds shall be allocated to  
the various components at the discretion of the Board of Directors.

In the event that the amounts allocated to replacement funds shall exceed the amounts  
necessary for such replacement, then any such excess of funds, shall be applied against the  
subsequent tax year member assessments for the purposes of managing, operating,  
maintaining, and replacing the common major elements of the Association property as provided  
by IRS Revenue Ruling 70-604.

This resolution is adopted and made a part of the minutes of the general meeting of the  
membership held on JANUARY 11, 1999.

ATTESTED:   
Secretary

# EUCALYPTUS GROVE

Owners Association  
Board of Directors Meeting  
February 11, 1999

## Board Members Present:

Bill Bold - President  
Bruce Bennett - Vice President  
Merrill Lynn - Secretary  
Robherda Lange - Treasurer

## Also In Attendance:

James Nguyen - Bartlein & Company  
Steve Baker - Homeowner  
Mike Cota - Homeowner

Absent: Cindy Ashley

## Call To Order By

Adjourned Meeting:

- Meeting was called to order by Bill Bold at 6:32 p.m. Proof of notice was given to all owners of record on January 14, 1999. Sixty owners were represented either in person or by proxy, enough for a quorum. Board ratified actions taken at Annual Meeting. Meeting adjourned.

Regular Board Meeting called to order around 6:38 PM.

## Requests by Homeowners in Attendance

- Steve Baker, homeowner at 7620, #221 inquired about the cost of repairing the french drain in the area of his unit. James advised the cost was approximately \$12,000. Mr. Baker indicated that as a contractor, he would not expect the cost of repair to have been more than \$4,000 to \$5,000. Mr. Baker inquired about the board's process of bidding jobs. Bill Bold advised that for the sake of continuity, the board prefers to engage the same contractor. James advised that particularly with french drains and the urgent nature of this type of repair, they normally proceed with repair immediately versus bidding out.

Mr. Baker requested to review Ramstrum Construction bid for french drain to determine if, in his professional estimation, the bid was fair. Bill stated that while Ramstrum Construction bids may be a bit higher, they are competitive and their work is good quality.

Bill asked Mr. Baker to submit to James the names of contractors he believes could provide high quality work and the board will make determination on requesting bids.

- Lois Gansbe at 7610, #213 requested that the board consider installing a stop sign directly inside of entry gate as excessive speeding is a common occurrence when gate is open. The board agreed to install speed bump identical to the others already on premises at a cost of \$250.
- Eric Schmidt at 7634, #356 requested that dumbbells stolen from exercise room be replaced. The board indicated that it intends to improve the facility and is open to assistance and suggestions offered by Eric and other homeowner's.
- Eric Schmidt at 7634, #356 advised that a plumber had repaired the leak in his unit. The plumber indicated the leak was caused by landscaping and cited separation of PVC elbow resulting from root disturbance. Mr. Schmidt requested reimbursement for costs incurred, however, James noted the association is not responsible for items that are not visible. Bill noted that the board would investigate further before determining assistance.
- Mike Cota at 7628, #238 requested a variance to retain lattice with solid backing installed for privacy to bedroom. Bill noted that the board must ensure adherence to association guidelines and solid backed lattice did not conform. Mr. Cota agreed but asked that the board be consistent in their enforcement as there seem to be many variances and he feels somewhat singled out. The board offered to provide additional landscaping to provide more privacy. The

board will discuss the matter and present homeowner with a resolution.

### **Election of Officers**

- James asked for nominations for president. A nomination was made, seconded and carried to elect Bill.
- Robherda accepted the position of Treasurer. Merrill as the Secretary. Bruce as the Vice - President. Cindy as the Member - At - Large.

### **Approval of Prior Minutes**

- Approved by consensus.

### **Treasurers, Officers and Committee Report**

- Attached. (to agenda)

### **Old Business**

- Late payers were sent notices. Unit 260 did not fulfil promise to pay. Additional letter was sent indicating a lien would be placed if no payment received.
- Board asked James to schedule tenting for May 5-7 (3 days/2 nights). James advised that homeowner's should be prompt as any delays would incur additional costs to individual homeowner's responsible.
- Pool manager - nothing to note.
- Maintenance - Ramstrum Construction completed center staircase work at 7632, #248.

### **New Business**

- Homeowner who bumped gate was traced and presented with repair bill for \$140.±
- Ramstrum found dry rot in rail & floor at 7610, #313. The board determined this repair would be scheduled after Chris Profia's unit was completed.
- The board approved dry rot repair to 7632, #342.
- Merrill read a written homeowner request to post pool rules and lock pool gate to prevent occurrences such as a recent incident where teens were observed smoking pot and drinking beer. Bill suggested posting a sign indicating name and number of security so that homeowner's can report any violations but tabled the discussion of locking the gates for next meeting.
- A request was made to develop a landscaping plan for #238.

### **Schedule Next Meeting**

- March 11, 1999 at 6:30 p.m. Meeting adjourned at 8:30 PM.

# EUCALYPTUS GROVE

## OWNERS ASSOCIATION

### BOARD OF DIRECTORS MEETING

MINUTES OF MARCH 11, 1999 (6:30 PM)

Board Members Present: Bill Bold, President; Merrill Lynn, Secretary; Bruce Bennett, Vice President; Robherda Lange, Treasurer. Absent was Cynthia Ashley, At - Large. Representing Management was James Nguyen of Bartlein & Company, Inc. No other owners / residents.

#### CALL MEETING TO ORDER

The Meeting was called to order by Bill Bold at approximately 6:37 PM.

#### REQUEST FROM OWNERS

Bruce had handled a situation concerning a messy bird feeder and 2 neighbors at Bldg. 7636. At last month's meeting, Eric Schmitz, of 7634 #356, requested for reimbursement of \$551.72 for repairing his pipe, which, apparently, was damaged by roots. Lengthy discussion ensued. James suggested to Board that Association is not responsible for cost but should consider removing the tree. Merrill had met with Jesus of Progressive and Jesus recommended that tree will eventually need to be removed. Merrill moved to deny Mr. Schmitz's request, Bruce seconded, motion passed unanimously. Association will remove the tree, repair the fence and re - landscape the area that was dug up.

#### APPROVAL OF MINUTES

The minutes of the last Board Meeting were unanimously approved.

#### OFFICERS' & COMMITTEES' REPORTS

Bill Bold gave the Treasurer's Report which was attached to the agenda: approved by consensus. Operating Expenses are about 2.3% over budget on a "cash" basis. James distributed the Financial Statements prepared by Hudson & Co, CPA, and returned the '98 Treasurer Packets. Board OK'd their payment of \$769 for their work.

Bill gave the following Pool & Maintenance Report:

Pool is going OK; nothing unusual to report. Ramstrum is working on dry rot siding at #239 & #339 and will start on 7630 #342 next week. Bill asked Ramstrum to research with an acoustic or sound engineer to somehow deaden the sound coming from hard floors. 'Hopefully Ramstrum will have an answer by the next meeting. Bill will post a memo from County Public Works in the glass cases regarding possible traffic signal.

Merril gave the following Secretary & Landscape Report:

She read a letter regarding overgrown trees around the pool; Board will review the condition of the trees. Arturo of Progressive hasn't been able to get together with Merrill but Jesus has substituted for him. She's pleased with Jesus' efficiency. New plants will be installed at 7632 #245 soon. New plants have been installed at 7628 #238 per owner's request to promote privacy (Board approved lattice work, enclosure needs to be painted white).

#### OLD BUSINESS

James reported on the late payers as noted on the agenda.

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# EUCALYPTUS GROVE

## OWNERS ASSOCIATION

### BOARD OF DIRECTORS MEETING

#### MINUTES OF MARCH 11, 1999 (continued)

#### **OLD BUSINESS (continued)**

The Board reviewed list of siding repairs to be done on agenda. No further actions at this time.

The resurfacing of common decks at 7624 #326 & 7630 #341 was tabled.

Robert Umemoto, owner of 7620 #324, has not received from the County, a recorded grant deed with his tenant listed as part owner. James had spoken with him today. He'll send the Association a copy upon receiving his.

Tenting for Bldg. 7630 is scheduled for May 5<sup>th</sup> - 7<sup>th</sup>, as requested. Board approved to go with Lenz since their price is \$4,530 while Escalera's bid is \$4,825. Fumigators will contact Progressive prior to tenting to do prep work with the landscapes.

James reported that, today, Association received reimbursement of \$137.87 from the party that bumped into the entrance gate and knocked off its track.

No other Old Business.

#### **NEW BUSINESS**

Merril asked to have a flyer regarding recycling be included in the next newsletter.

Bruce will check into a security system card that can be incorporated with the Facilities Pass.

James to order 50 bulbs (2 different types) for Bill.

Robherda requested an extra pagoda light to illuminate the a dark area by her unit. An electrician will contact her for specific location.

Newsletter item: water meter box found uncovered.

No other New Business.

Next Board Meeting is April 8, 1999, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at approximately 7:45 PM.

The Mailing Address for The Association is In Care Of:

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3944 State Street , Suite 200 ♦ Santa Barbara, CA 93105-3170 ♦ (805) 569-1121 ♦ Fax: (805) 682-4341

# EUCALYPTUS GROVE

## OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES OF APRIL 8, 1999 (6:30 PM)

Board Members Present: Bill Bold, President; Merrill Lynn, Secretary; Bruce Bennett, Vice President; Robherda Lange, Treasurer, Cynthia Ashley, At - Large. Representing Management was James Nguyen of Bartlein & Company, Inc. Other members present: Laura Wells of 7606 #311 and Sheila Hennessy of 7640 #372.

### CALL MEETING TO ORDER

The Meeting was called to order by Bill Bold at approximately 6:35 PM.

### REQUEST FROM OWNERS

Ms. Wells (7606 #311) showed the Board a picture of her private balcony that is retaining water and showing signs of dryrot. The Board agreed to repair her balcony next. She also mentioned that her neighbor's parking stall has settled a bit. The Association will repair it when it slurry seals the parking lot.

### APPROVAL OF MINUTES

The minutes of the last Board Meeting were unanimously approved.

### OFFICERS' & COMMITTEES' REPORTS

Merrill gave the following landscape report:

Progressive is finished with wooden rail fence at Bldg. 7634; she & Arturo of Progressive haven't had a chance to do a tree review yet; discussed on how to prevent water from splashing on to building.

Bill Bold gave the Treasurer's Report which was attached to the agenda: approved by consensus. Operating Expenses are about 5.9% over budget on a "cash" basis. James was asked to send the Treasurer Packets to Robherda Lange for future review.

Bill gave the following Pool & Maintenance Report:

Pool & lights are going OK; nothing unusual to report. Ramstrum is finished with dry rot siding at #239 & #339 and will complete same project at 7630 #342 next week. Through March, the line item for "Repairs" on monthly financial statement is already above 50% for the year.

Robherda mentioned that, in the Newsletter, the dates for fumigation for Bldg. 7630 are incorrect, should be 5/5 - 5/7; James reported that owners & residents are getting letters with correct dates.

### OLD BUSINESS

James reported on the late payers as noted on the agenda. A lien letter will be sent to #221. Discussion of Association lien policy ensued. No other actions taken on list of siding repair (other than to proceed with #311). James reported that in the near future, the Board needs to consider resurfacing the common decks and landings. Bill suggested that the 2 listed on the agenda should be done later this year (i.e. during the Summer). Association received copy of recorded deed from #324 owner (Umemoto) listing tenant as part owner. No other Old Business.

# EUCALYPTUS GROVE

## OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES OF APRIL 8, 1999 (continued)

### NEW BUSINESS

Board authorized James to have gutters & downspouts cleaned (scheduled to be done 4 x a year); from now on, no need to ask for permission from Board.

Bruce reported on a "card lock" system that uses cards to access Pool & Exercise Room. If all goes well, this could replace the combo locks that are currently being used and the locks at the Pool baths and Sauna will be eliminated. In addition, the card lock can also double as a Facilities Pass. James will check into it. Board agreed to test it on the Exercise Room first. Lengthy discussion regarding the pros & cons of raising the height of the pool fence. Safety concerns were raised along with aesthetics and costs.

Bill reported that he has received a proposal from a sound engineer to provide a review and some suggestions how to deaden the sound from hard floors. There are 2 phases: Phase I is only a review for \$900+ and Phase II involving tests and monitoring the sounds for approx. \$2,000+. The Board reviewed this past year's process of amending the governing documents to prohibit hard floors. After further review, the Board unanimously authorized Bill to proceed with the Phase I of the proposal.

Ms. Hennessy brought up the problems with residents and their dogs.

No other New Business.

Next Board Meeting is May 13, 1999, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at approximately 8:15 PM.

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# EUCALYPTUS GROVE

## OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES OF MAY 13, 1999 (6:30 PM)

Board Members Present: Bill Bold, President; Merrill Lynn, Secretary; Bruce Bennett, Vice President; Cynthia Ashley, At - Large. Absent was Robherda Lange, Treasurer. Representing Management was James Nguyen of Bartlein & Company, Inc. Other members present: Mary McFarland of #354 and Dr. Sharoni of #250.

### CALL MEETING TO ORDER

The Meeting was called to order by Bill Bold at approximately 6:35 PM.

### REQUEST FROM OWNERS

Mr. Bill Byars requested that the handicapped space near Bldg. 7630 be narrowed by 1' & the replanting due to the fumigation. Board will review both.

Ms. McFarland & Dr. Sharoni notified the Board that their phone #'s are apparently not hooked up to the gate phone. Bill will check.

Dr. Sharoni observed the following: oil in the carports, repair of gate sometimes takes too long, utility gate by his unit needs to be repaired, light fixtures around the complex need to be brushed off, his parking space is too far from his unit, trash bins too full, stray cats causing problem. Dr. Sharoni left after his concerns were individually addressed by Bill.

### APPROVAL OF MINUTES

The minutes of the last Board Meeting were unanimously approved.

### OFFICERS' & COMMITTEES' REPORTS

Merril gave the following landscape report:

She's walking with Arturo of Progressive tomorrow and will check on the trees and on the transferred ferns at 7628 #238 (Cota); the ferns appear brown; she'll also check on possible plant replacement around Bldg. 7630 that may have died due to the fumigation.

James gave the Treasurer's Report which was attached to the agenda: approved by consensus. Operating Expenses are about 4.1% over budget on a "cash" basis.

Bill gave the following Pool & Maintenance Report:

Pool & lights are going OK; nothing unusual to report. Ramstrum is finished with dry rot siding at #311 / #211, it has extensive dry rot damage; the wheels for the gates have been replaced; Bldg. 7630 was fumigated earlier in the month; OK to pay Ramstrum two invoices (\$13,311 & \$2,448).

### OLD BUSINESS

James reported on the late payers as noted on the agenda. No actions needed.

The Board unanimously approved using Dohn & Associates with full understanding that they carry no professional liability insurance. The list of pending dryrot repair was included in the agenda; Bill will talk with Larry about possible future projects, if any. Resurfacing of deck to be scheduled for Summer. The Board approved the payment of \$4,530 to Lenz for the fumigation of Bldg. 7630.

No other Old Business.

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# **EUCALYPTUS GROVE**

## **OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES OF MAY 13, 1999 (continued)**

### **NEW BUSINESS**

Ramstrum submitted a bid for installing a magnetic card lock system, with backup power, for the Exercise Room (\$1,066.69); Bruce will check for another bid. Tabled for now.

James to get bids on slurry sealing the asphalt, to be done in 3 phases. To be scheduled sometime in August.

Lengthy discussion on the possibility of distributing name tags or ID's to pet owners. Bill will check in one of his catalogs for ideas. The intent is to eventually remove the unclaimed or stray cats and take them to the Humane Society.

No other New Business.

Next Board Meeting is June 10, 1999, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at approximately 8:30 PM.

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# EUCALYPTUS GROVE

## OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES OF JUNE 10, 1999 (6:30 PM)

Board Members Present: Bill Bold, President; Merrill Lynn, Secretary; Bruce Bennett, Vice President; Robherda Lange, Treasurer. Absent was Cynthia Ashley, Member - At - Large. Representing Management was James Nguyen of Bartlein & Company, Inc. Other members present: Robert Junge of #309, Commodore Dixon of #303, Charlotte Valentine & Skip Lillevick of #203.

### CALL MEETING TO ORDER

The Meeting was called to order by Bill Bold at approximately 6:40 PM.

### REQUEST FROM OWNERS

Charlotte of #203 presented a letter asking the Association for the following: reimburse her and Skip for the plumbing repair of #303 (tub waste / overflow and p - trap for \$238.60) and to repair her bathroom ceiling since the plumber had to cut a hole to make the repairs. She stated that according to the plumber, it was shoddy workmanship that caused the leak. After a lengthy discussion, the Board denied her request because the Association is not responsible to repair someone's exclusive use plumbing and their interior. Charlotte also mentioned that she has a roof leak around the chimney area and that she would like to have some vegetation planted by her patio area. Skip asked for a copy of the CC&R's and civil code stating where the different responsibilities lie. All non board members left at this time.

Robherda mentioned that a large branch fell recently in the creekbed; Merrill will have it taken care of. Stan Hollywood, Realtor, representing #270, mentioned that the kitchen floor of this unit does not look even. James has instructed Larry Ramstrum to check.

Bill reported that he is still hearing rodents in the walls and his kitchen floor is also not even. James will send a pest control person and will have Ramstrum check the floor.

### APPROVAL OF MINUTES

The minutes of the last Board Meeting were unanimously approved.

### OFFICERS' & COMMITTEES' REPORTS

Merril gave the following landscape report:

About 4 trees have been removed and replaced; approximately \$1,200 are being spent to spruce up the landscapes. She is pleased with the efforts by Progressive Care.

Robherda gave the Treasurer's Report which was attached to the agenda: approved by consensus. Operating Expenses are about 10% over budget on a "cash" basis.

Bill gave the following Pool & Maintenance Report:

Ramstrum is finishing up with dry rot siding at #311 / #211 creekside, it has extensive dry rot damage and will be quite expensive; he is purposely holding off further projects until this one is completed; nothing too abnormal to report for the pool / Jacuzzi area. James reported that the lock on the Exercise Room has malfunctioned, the face plate is missing; a locksmith was called this afternoon.

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# EUCALYPTUS GROVE

## OWNERS ASSOCIATION

### MINUTES OF JUNE 10, 1999 (CONTINUED)

#### OLD BUSINESS

James reported on the late payers as noted on the agenda. No actions needed.

The Board received a Thank You note from former board member, Sylvia Stallings.

Each board member received a copy of the report from Acoustic Consultant Bill Dohn; it was reviewed and discussed; no further changes necessary; Ok for James to have Bill Dohn send final copy to Association; James to notify that copies are available to interested members via the newsletter.

After reviewing the catalogs, James was instructed to order tags for pets (cats & dogs) and to emphasize the Association's pet policy in the newsletter. A tag is to be sent to those pet owners upon receiving their request.

No actions to be taken on list of dryrot repair.

Wait until next month to plan on resurfacing the common decks of #327 & #327 and #341.

Bruce reported he has checked with another source for a bid for the magnetic lock at the Exercise Room; Ramstrum's bid is reasonable at \$1,066+; Board approved for James to have Ramstrum proceed and to order the card keys (possibly incorporate our Facilities Pass with the card keys).

Discussion regarding the slurry seal of the blacktop; James is to find out from Granite how the application of the 2<sup>nd</sup> coat of slurry works; Three bids were given to the Board to consider; to be done late Summer.

No other Old Business.

#### NEW BUSINESS

The Resident Guidelines were revised and approved to be sent out in a separate mailing.

James reported of trip and fall incident on May 18<sup>th</sup> by Bldg. 7626; raised section of concrete has been replaced.

Original bank statements from 1992 - 1997 were returned to the Association.

No other New Business.

Next Board Meeting is July 8, 1999, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at approximately 9:20 PM.

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# EUCALYPTUS GROVE

## OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES OF JULY 8, 1999 (6:30 PM)

Board Members Present: Bill Bold, President; Merrill Lynn, Secretary; Bruce Bennett, Vice President; Robherda Lange, Treasurer, and Cynthia Ashley, Member - At - Large. Representing Management was James Nguyen of Bartlein & Company, Inc.

### CALL MEETING TO ORDER

The Meeting was called to order by Bill Bold at approximately 6:35 PM.

### REQUEST FROM OWNERS

Stan Hollywood, Realtor, representing 7640 #270, mentioned that the kitchen floor of this unit does not look even. James has instructed Larry Ramstrum to check and Ramstrum found no evidence of structural compromise. Board unanimously agreed that interior repair of kitchen floor is the responsibility of the unit owner.

### APPROVAL OF MINUTES

The minutes of the last Board Meeting were unanimously approved.

### OFFICERS' & COMMITTEES' REPORTS

Merrill gave the following landscape report: No notes found in the Suggestion Boxes; everything is going OK.

Robherda gave the Treasurer's Report which was attached to the agenda: approved by consensus. Operating Expenses are about 7.8% over budget on a "cash" basis.

Bill gave the following Pool & Maintenance Report:

Ramstrum is finished with dry rot siding at #311 / #211 / #105 creekside; it had extensive dry rot damage and cost \$16,028; payment for this was approved; once this invoice is paid, we will be about \$10K over the "Rep & Main" line item for the year. He is holding off further siding projects to curb expenses. It was reported that the timer to the entry gate is acting up. As to the pool / jacuzzi, steps have been taken to comply with County Health inspection report; nothing further to report.

### OLD BUSINESS

James reported on the late payers as noted on the agenda. No actions needed.

Some board members felt that the wording in the July Newsletter was vague or confusing regarding tags for pets. It should be reiterated that each pet must have an Association issued pet tag and that there's no cost for the tags.

No actions to be taken on list of dryrot repair.

Board OK'd Home Roofing to resurface common deck landings at 7624 #326 & #327, 7630 #341 for \$1,050 each, and staircase landing at 7636 to #358 for \$200.00.

Magnetic lock & cards for the Exercise Room have not been received, still pending; should be done soon.

Board approved using Granite Construction to slurry seal (one coat) on the week of August 16<sup>th</sup> for \$11,565.

No Other Old Business.

### NEW BUSINESS

Merrill would like Bill to inspect damaged temporary fence at 7630 #119.

No Other New Business.

Next Board Meeting is August 12, 1999, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at approximately 7:45 PM.

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# EUCALYPTUS GROVE

## OWNERS ASSOCIATION

### BOARD OF DIRECTORS MEETING

#### MINUTES OF AUGUST 12, 1999 (6:30 PM)

Board Members Present: Bill Bold, President; Merrill Lynn, Secretary; Bruce Bennett, Vice President. Absent were Robherda Lange, Treasurer, and Cynthia Ashley, Member - At - Large. Representing Management was James Nguyen of Bartlein & Company, Inc.

#### CALL MEETING TO ORDER

The Meeting was called to order by Bill Bold at approximately 6:40 PM.

#### REQUEST FROM OWNERS

Javier Rodriguez of 7628 #118 sent a letter requesting for permission to build a lattice work; approved by Board as long as it conforms to the pre - approved standard plan.

#### APPROVAL OF MINUTES

The minutes of the last Board Meeting were unanimously approved.

#### OFFICERS' & COMMITTEES' REPORTS

Bill gave the following Pool & Maintenance Report: 7640 #270 siding needs to be repaired eventually; nothing unusual to report at the pool.

Merrill gave the following landscape report: she had a walkthru yesterday with Arturo of Progressive Care; they will submit a bid to trim the Tipajuanas and to repair possible tripper at 7606; Eucalyptus trees are OK for now – no trimming needed; Large Euc at 7620 may eventually be removed due to its size and roots lifting concrete; Arturo will be instructed to install a wooden fence by 7630 #119.

Merrill reviewed letters from the Suggestion Box regarding potential Y2K, landscape concerns, and a main line backup at 7640 in #269. (Speedi Rooter has been retained to repair the drain line in the manhole at a cost of approx. \$1,200; a sewer relief valve has been installed to release water in the common area in case of future problem). James to put a note in the Newsletter that every person is responsible to be ready for the possible Y2K problem; James to find out costs incurred by owner of #269 (Zubas) for possible insurance claim with Association insurance.

James gave the Treasurer's Report which was attached to the agenda: approved by consensus. Operating Expenses are about 12.3% over budget on a "cash" basis.

#### OLD BUSINESS

James reported on the late payers as noted on the agenda; No actions needed. Approximately 20 pet tags have been sent. Magnetic lock installed at the Exercise Room; James will remind residents how to use the new card lock system in the Newsletter. Merrill will post signs at the mailbox areas that SBRC parking lot adjacent to Phase 3 is available during the slurry project. Board authorized the towing of vehicles not moved during the slurry project (scheduled for next week). No other old business.

#### NEW BUSINESS

James reported that on 7/13, a prospective tenant's car (#233) was scraped by the gate; the car stalled while entering; Association insurance is reviewing the claim. Board authorized Perimeter Security System to install safety/reversing gate edge on each gate for \$439 each. Ramstrum is currently working on 7602 #302 dryrot in staircase and will start on 7606 #210/#310 dryrot after slurry project. No Other New Business.

Next Board Meeting is September 9, 1999, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at about 8 PM.

The Mailing Address for The Association is In Care Of:

 Bartlein  
& Company, Inc.

3944 State Street , Suite 200 ♦ Santa Barbara, CA 93105-3170 ♦ (805) 569-1121 ♦ Fax: (805) 682-4341

# EUCALYPTUS GROVE

## OWNERS ASSOCIATION

### BOARD OF DIRECTORS MEETING

#### MINUTES OF SEPTEMBER 9, 1999 (6:30 PM)

Board Members Present: Bill Bold, President; Merrill Lynn, Secretary; Robherda Lange, Treasurer. Absent were Bruce Bennett, Vice President, and Cynthia Ashley, Member - At - Large. Representing Management was James Nguyen of Bartlein & Company, Inc.

#### CALL MEETING TO ORDER

The Meeting was called to order by Bill Bold at approximately 6:40 PM.

#### REQUEST FROM OWNERS

7636 #358 & #359 common deck landing needs resurfacing (about \$1,050 by Home Roofing)

7606 #308 staircase leading up to this unit appears crooked

7630 #342 painting of trim; soft spot on common deck between this unit & #343

7628 #236 soft spot on private balcony (Larry Ramstrum is inspecting this on 9/10/99)

Bill & James will check the first 3 items after tonight's meeting for possible further actions.

#### APPROVAL OF MINUTES

The minutes of the last Board Meeting were unanimously approved.

#### OFFICERS' & COMMITTEES' REPORTS

Robherda gave the Treasurer's Report which was attached to the agenda: approved by consensus. Operating Expenses are about 9.5% over budget on a "cash" basis. Bill signed check to withdraw \$15K from Goleta National Bank to bring account under \$100K.

Bill gave the following Maintenance & Pool Report: siding repair in progress at 7606 #210 / #310. Reversing mechanism installed on gates. Slurry seal project completed with a few vehicles being towed (many thanks to Merrill for arranging for the usage of SBRC parking lot during this project). Robherda will walk around the complex to check for elevated walkways. Bill will check on lights. In regards to the pool, Janet had to clean a mess in the shower. Soap dispenser in need of repair. Nothing of significant further to report.

Merril gave the following landscape report: she checked the area around 7610 #217 at the request of the owner. Tree work is being done by Progressive Care. Bill mentioned that he has heard numerous compliments regarding the landscapes.

Merril reviewed letters from the Suggestion Box: occupants at #323 appear to have some Tiki torches, James will contact the owner regarding potential fire hazards.

#### OLD BUSINESS

James reported on the late payers as noted on the agenda; No actions needed. Dryrot repair at 7602 #302 only needs a final coat on the deck surface. Board reviewed the list of sidings, due to financial constraints, no further actions taken at this time unless it's a dangerous situation. Board unanimously agreed to reimburse Bill for the deductible for his broken windshield. No Other Old Business.

#### NEW BUSINESS

Board approved H&H to do minor maintenance on roofs (removal of debris & seal pipe and vent flashings) for about \$1,900. Ok for Merit Cleaning to power spray the trash enclosure areas. Bill's unit is on the market. No Other New Business. Next Board Meeting is October 14, 1999, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at about 7:30 PM.

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# EUCALYPTUS GROVE

## OWNERS ASSOCIATION

### BOARD OF DIRECTORS MEETING

#### MINUTES OF OCTOBER 14, 1999 (6:30 PM)

Board Members Present: Bill Bold, President; Merrill Lynn, Secretary; Bruce Bennett, Vice President. Absent were Robherda Lange, Treasurer, and Cynthia Ashley, Member - At - Large. Representing Management was James Nguyen of Bartlein & Company, Inc. Also present were Rita Johnston, owner of #334; Graciela Gomez-King, owner of #106, and Laura Raudenbush of Century 21 representing seller of #234.

#### CALL MEETING TO ORDER

The Meeting was called to order by Bill Bold at approximately 6:45 PM.

#### REQUEST FROM OWNERS

Discussion about drywall damage in the laundry closet of #234. Originally thought it was from #334 laundry equipment. Larry Ramstrum opened the drywall of #234 laundry closet and found that leak is from #334 rotted railing. Board will take care of structural repair in the future (uncertain as to when at this time due to budget constraint). Bill will talk with Larry Ramstrum to temporarily put back sheetrock so new owners can move in. Most likely scenario is Association will pay for the drywall repair since it would've been necessary to open it up to inspect the deck of #334.

7606 #106 owner, Ms. Gomez, showed Board amount of water collected from her dehumidifier inside her closet (less than a cup). Larry Ramstrum has seen the mildew in the closet. Board advised her to contact Larry and to give him permission to open up the wall to inspect. She will do so.

7630 #342 owner, Chris Profio, wrote a letter regarding parking violators. Board authorized Murray Security to tow vehicles when they do their rounds (Murray charges \$18/hr for waiting for tow trucks).

#### APPROVAL OF MINUTES

The minutes of the last Board Meeting were unanimously approved.

#### OFFICERS' & COMMITTEES' REPORTS

James gave the Treasurer's Report which was attached to the agenda: approved by consensus. Repairs have exceeded budgeted amount by over \$25K. Operating Expenses are about 8.5% over budget on a "cash" basis.

Bill reported that there was nothing out of the ordinary for Maintenance & Pool. OK to pay Ramstrum \$13,500+ for repair at entry deck & staircase for 7602 #302.

Merrill reported that the trees were trimmed and OK'd to pay Progressive \$2,830 for the tree work.

#### OLD BUSINESS

James reported on the late payers as noted on the agenda; No actions needed. Dryrot repair at 7606 #210/310 will be done by tomorrow. Board added 7628 #334 to list of siding repair and reviewed the list again; due to financial constraints, no further actions taken at this time unless it's a dangerous situation. No Other Old Business.

#### NEW BUSINESS

Board instructed Management to open a 6 Month CD at an institution for \$50K since the special assessments are coming in. Discussion regarding the draft of the proposed budget ensued; various options were discussed. Since 2 other board members were absent, the Board will meet on its own to get their input (on October 28<sup>th</sup> at 6:30 PM in the Meeting Room). Bill asked the Board to add 7628 #335 on its siding repair list. No Other New Business.

Next Board Meeting is November 11, 1999, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at about 8:45 PM.

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**EUCALYPTUS GROVE HOME OWNERS ASSOCIATION  
MINUTES OF SPECIAL BUDGET MEETING**

Thursday, October 28, 1999

Present were Bill Bold, Past-President; Bruce Bennett, President Pro-Tempore; Merrill Lynn; ~~SECRETARY,~~  
~~Cookie??~~, Treasurer.  
ROBERTA LANGE

The meeting was called to order at approximately 6:40 PM.

The board members discussed the 3 options that seemed the most considerable.

1) That the monthly fees be raised to \$155.00 as of January 1, 2000, with a Special Assessment of \$230.00 due December 1, 2000 to replenish budget overage for 1999 Maintenance & Repairs.

2) That the monthly fees be raised to \$175.00 per month, with no Special Assessment needed, as this amount would also clear the discrepancy from 1999 Maintenance & Repairs by January 2001.

3) That the fees be raised to \$162.00 per month, with no Special Assessment imposed. This would mean that the replenishment needed for the 1999 overage of Maintenance & Repairs will be spread over a three year period, to January 2003, the maximum time allowed by law.

All the options were thoroughly discussed with all pros and cons presented for each.

Option 1) It was felt that to raise the fees AND administer a Special Assessment would not be welcomed by the membership, especially so soon after the Assessment that is due December 1, 1999.

Option 2) Although this plan would replenish the 1999 overdraft for Maintenance & Repairs and also almost guarantee no fee increase for several years, the board felt that the large increase might cause a financial hardship for some residents.

Option 3) To spread the repayment over 3 years means that the board will have to be very diligent in it's spending in this area for that period of time, but it felt that the smaller increase with no Special Assessment this year would be the most economical way to replenish the overdraft AND make a smaller increase for our members. Also, if by some chance, we find that we must increase monthly fees and/or add a Special Assessment, this course of action will still be open.

It was unanimously agreed by the board members present that we adopt Option 3 as the best course of action to take at this time.

The meeting was closed at approximately 8:30 PM.

**EUCALYPTUS GROVE**  
**OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES OF NOVEMBER 11, 1999 (6:30 p.m.)**

Board Members Present: Bruce Bennett, President; Merril Lynn, Secretary. Absent were Robherda Lange, Treasurer, and Cynthia Ashley, Member-At-Large. Representing Management was James Nguyen of Bartlein & Company, Inc. Also present was Bill Bold, maintenance coordinator.

**CALL MEETING TO ORDER**

The meeting was called to order by Bruce Bennett at approximately 6:45 p.m. Because the meeting lacked a quorum of Board members, the Board voted to proceed with meeting. All actions taken would be ratified at the next meeting. The Board accepted the resignation of former President Bill Bold, and approved the appointment of Bruce Bennett to the post.

**REQUESTS FROM OWNERS**

A report of needed dryrot repair in 7606 staircase to #308 and #309 was inspected with Larry Ranstrum and Bruce Bennett. They found the condition was not a safety hazard, and repair can wait until the next year.

**APPROVAL OF MINUTES**

The minutes of the Oct. 14 Board Meeting were unanimously approved. The minutes of the Oct. 28 special meeting were unanimously approved.

**OFFICERS' AND COMMITTEES' REPORTS**

James gave the Treasurer's Report that was attached to the agenda: approved by consensus. A reserve expenditure of \$2,300 was made to resurface two decks. Operating expenses through last month, on "cash" basis, are about 11.9% over budget. Board emphasized that all major expenditures must be held until next year's budget unless it is safety related. The Jacuzzi needed a new motor pump and impeller for the jet pump, a \$900 expense. The Board decided to deduct the expense from the pool maintenance account in the budget.

Ms. Lynn had no secretary's report, reporting no suggestions placed in the suggestion box.

Mr. Bold reported that there should not be large repair expenditures this year due to budget constraint. He had also arranged to have abandoned bicycles removed from the property. The front gate and sidewalk by #206 that posed a tripping hazard were both repaired.

**OLD BUSINESS**

James reported on the late payers as noted on the agenda: No actions needed. Dryrot list was reviewed: No actions taken. In unit ~~7628~~<sup>#234</sup>, workers went in to fix drywall, finding some dryrot and termites. The building will have to be tented for extermination, but eventually, all buildings on the property will have to be tented for preventative maintenance. Bill Bold's position as maintenance coordinator and light monitor was ratified. Ruth Gross was officially hired to be pool coordinator. The year 2000 budget was officially ratified. No Other Old Business.

**NEW BUSINESS**

Following an inspection by Mr. Ranstrum, the balcony repair in 7638 #368 was deemed safe and will be put on the list. The Board chose Hudson & Co. as the CPA for upcoming annual review, for \$810. The Board decided by consensus to schedule their Annual Meeting at 6:30 p.m. on January 13, 2000, in the Goleta Valley Community Center. Mr. Bennett noted that the pagoda light by 7632 was broken, Mr. Bold agreed to inspect the situation. Next Board Meeting is December 9, 1999, at 5:30 p.m. at 7610 Meeting Room.

Meeting adjourned at about 7:25 p.m.

# **Eucalyptus Grove Owners Association**

## **Board of Directors Meeting**

**Minutes of December 9, 1999 (5:30 P.M.)**

Board Members Present: Bruce Bennett, President; Merrill Lynn, Secretary. Absent were Robherda Lange, Treasurer, and Cynthia Ashley, Member-At-Large. Representing Management was James Nguyen of Bartlein & Company, Inc. Also Present was Bill Bold, Maintenance Coordinator.

### **CALL MEETING TO ORDER**

The meeting was called to order by Bruce Bennett at approximately 5:35 P.M. Because the meeting lacked a quorum of Board Members, the board voted to proceed with meeting. All actions taken would be ratified at the next meeting. Ruth Gross gave a pool report, everything is okay. The board went on an inspection tour of the exterior of Bldg. 7610, units 314, 318, and 317 to survey reported possible dry rot damage.

### **REQUESTS FROM OWNERS**

Unit # 317 of Bldg. 7610 wanted to know when damage to the common deck there could be resurfaced. The Board reviewed Larry Ramstrum's letter recommending the repair of # 317 staircase. Unit # 318 of Bldg. 7610 also reported dryrot damage. After further discussion, The Board voted to repair the staircase at Unit # 317.

### **APPROVAL OF MINUTES**

The minutes could not be approved due to a lack of quorum.

### **OFFICERS' AND COMMITTEES' REPORTS**

The treasurer's report was given and was attached to the agenda. Almost half of the special assessment payments have been received. Report approved by consensus.

### **OLD BUSINESS**

No late payers with balance greater than \$ 200 through 11/30/99.

The Board reviewed the list of dryrot damage. No actions for now other than noted above.

The Annual Meeting will be held at the Goleta Valley Community Center on January 13, 2000, at 6:30 P.M.

### **NEW BUSINESS**

The Board addressed the damage at unit # 317 during Requests from Owners.

Murray Security has been towing vehicles parked in fire zones; they are increasing their price by \$6 per patrol.

The Board agreed to have new facilities pass card keys ordered for the weight room.

The Board decided, upon maturity, to renew the CD at First Bank as First Option Savings Account.

The Board reviewed the situation of Mr. Vincent Zubas in Bldg. 7640 # 269, who had sustained flooding damage and is seeking compensation from the Association. Bruce Bennett read Mr. Bartlein's letter to Mr. Zubas explaining that the HOA is not responsible for the damage. The Board decided to wait for Mr. Zubas' response before taking further action, suggesting to include in the next newsletter reminding everyone to review their own individual insurance coverage.

Merrill Lynn noted that GE Hotpoint recently recalled several models of their dishwashers (which may be common to the Grove). A note with more information about the recall will be in the next newsletter.

The Board discussed Unit # 318's complaint of staircase & dryrot damage. It was decided that after #317 staircase project is completed, #318 would be next barring any unplanned major problems.

The Board authorized Management to open a money market at Palomar Saving. It was noted that Bob Bartlein is on the Board of Goleta National Bank which is affiliated with Palomar Savings.

Next meeting is the Annual Meeting as stated above.

Meeting adjourned at 6:30P.M.